



Jim Doyle
Governor

WISCONSIN REGULATORY DIGEST

A Newsletter of the
Marriage and Family Therapy, Professional Counseling & Social Work
Joint Examining Board

August, 2005

THE WISCONSIN MARRIAGE AND FAMILY THERAPY, PROFESSIONAL COUNSELING & SOCIAL WORK JOINT EXAMINING BOARD

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Kim Nania, Division Administrator
Jeff Scanlan, Bureau Director
Jacquelynn Rothstein, Legal Counsel
Gina York, Bureau Assistant

Executive Staff

Celia Jackson, Secretary
Sandra Rowe, Deputy Secretary
Larry Martin, Executive Assistant

NEW SECRETARY – CELIA JACKSON

In April, 2005, Governor Doyle Appointed Celia Jackson as Secretary of the Department of Regulation and Licensing. Some of her many accomplishments include:

- Served as the Senior Policy Advisor for Pax Christi USA since 2004 and with the Archdiocese of Milwaukee as the Archbishop's Delegate for Community Services from 1999 to 2004
- Served as Assistant Dean of the Marquette University Law School and worked as an Assistant District Attorney in Milwaukee
- Founded her own law firm specializing in real estate, civil litigation, criminal and corporate law
- For more information regarding the appointment of Celia Jackson, you may find a [press release](#) posted on our website.

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NEW EXECUTIVE ASSISTANT – LARRY MARTIN

In July of 2005, Larry J. Martin was appointed as the new Executive Assistant for the Department of Regulation and Licensing.

Mr. Martin served as Chief of Staff for Lieutenant Governor Lawton since she took office in January 2003. In that capacity, Mr. Martin directed all media communications, served as the Lieutenant Governor's liaison to the Governor's Office, state agencies and organizations, and participated in development of public policy. Mr. Martin previously served as Executive Director of the Democratic Party of Wisconsin, Executive Director of the Dane Fund, and Executive Director of the Wisconsin Library Association.

NEW BUREAU DIRECTOR – JEFF SCANLAN

In February, 2005, Jeff Scanlan was appointed to the position of Director of the Bureau of Health Services Professions at the Wisconsin Department of Regulation and Licensing. Mr. Scanlan brings more than 7 years of private sector experience, primarily in business development and marketing, to the department. The former Bureau Director, Kimberly Nania, Ph.D., has been promoted to Administrator, Division of Board Services at the Department.

NEW RL RULES

The Department of Regulation and Licensing has recently completed its work on rules regarding criminal background investigations. This rule-making effort started as a result of federal Public Law 92-544, which required authorization by state statute to continue the Federal Bureau of Investigation's policy of honoring state requests for criminal background reports. 2003 Wisconsin Act 151 was created in response to the federal mandate. Wisconsin Act 151 required rule-making by the Department in order for DRL to continue to investigate

criminal occurrences regarding both applicants and credential holders.

These rules are effective after June 1, 2005. Summaries of the contents of the new rules for s. RL 4.07 Investigation, RL 4.08 Photographs and fingerprints, and s. RL 4.09 Credential holder charges or convictions, are as follows:

RL 4.07 Investigation: authorizes the Department of Regulation and Licensing to conduct investigations to determine whether an applicant for a credential issued by the department, an attached examining board, affiliated credentialing board or board having authority to issue or deny a credential has been charged with or convicted of a crime.

RL 4.08 Photographs and fingerprints: allows the Department of Regulation and Licensing to require that an applicant be photographed and fingerprinted as part of the credentialing process, if there exists reason to believe that the applicant has failed to accurately describe his or her conviction record.

RL 4.09 Credential holder charges or convictions: authorizes the department to continue to conduct investigations to determine whether a credential holder has been charged with or convicted of a crime. In addition, s. RL 4.09 establishes that all credential holders are now required to self-report convictions to the department.

In the past, some professions had to self-report, and others did not. Now all licensees need to report a conviction within 48 hours after entry of a judgment of conviction. This requirement should enable the boards to better police their professions. The Boards will screen self-reports of convictions the same as other informal complaints, and the boards will remain the final decision makers on whether/what kind of discipline may be imposed, based upon the convictions.

3000 HOUR 3rd PARTY PAYMENT

Statewide Individual Provider Status Variance for Certified Outpatient Mental Health Clinics

Wisconsin Act 80 licensure standards promulgated through the administrative code for social workers, professional counselors, and marriage and family therapists (Chapter MPSW 3, Chapter MPSW 11, and Chapter MPSW 16) closely match requirements previously established in s. HFS 61.96 and monitored by DHFS through the “Individual Provider Status” application process. Currently, licensed psychotherapists must complete duplicative credential review steps in order to qualify for Medicaid reimbursement for services they deliver in certified outpatient mental health clinics.

Therefore, when applying for Wisconsin Medicaid certification, certain individuals licensed by the Department of Regulation and Licensing (DRL) may indicate their DRL license number on the Wisconsin Medicaid certification packet. The license number is accepted in lieu of submitting the Individual Provider Status Approval letter for the following professionals only:

- Clinical social workers.
- Marriage and family therapists.
- Professional counselors.

Note: Clinical social workers, marriage and family therapists, and professional counselors who possess a temporary license granted by the DRL can also submit a copy of their temporary DRL license instead of the provider status letter to be certified by Wisconsin Medicaid.

To Whom the Variance Does Not Apply

While the variance applies to certain individuals approved under WI Act 80, it does not apply to all. These include:

- Licensed professional counselors who do **not** meet the HFS 61.96 (3) requirement for 3,000 hours of supervised experience in clinical practice. As such, they are not eligible for Medicaid reimbursement.

- Individuals who remain certified by DRL as a Social Worker, Advanced Practice Social Worker or Independent Social Worker.

Individuals, who are not eligible for DRL psychotherapist licensure, but comply with HFS 61.96(1) (b) and 61.96(2).

CONTINUING EDUCATION (CE) REQUIREMENTS

Please Note: CE requirement does not apply to the biennium when the license was first issued.

Social Workers:

The Section requires 30 credit hours every 2 years (4 hours must be in the subject area of social work ethics and boundaries) through public or private agencies as ongoing in-house training which meets agency mission requirements, courses by accredited college or university schools of social work, or courses provided by local or national professional social work associations. [For more details, please review the administrative rules under MPSW 8 governing CE requirements for Social Workers.](#)

Marriage and Family Therapists:

The section requires 30 credit hours every 2 years through AAMFT, WAMFT, COAMFTE or programs offered by an accredited college or university. [For more details, please review the administrative rules under MPSW 19 governing CE requirements for Marriage and Family Therapists.](#)

Professional Counselors:

The section requires 30 credit hours through NRCA, ARCA, WRCA, NBCC, ACA, WCA, CBCC or any continuing education program offered by a college or university accredited by the Commission for Accreditation of Counseling & Related Educational Programs (CACREP). [For more details, please review the administrative rules under MPSW 14 governing CE requirements for Professional Counselors.](#)

MFT & PC TRAINING CERTIFICATE REQUIREMENTS

Applicants seeking licensure as a Marriage and Family Therapist or Professional Counselor must apply for and obtain a training license prior to the acquisition of their supervised hours.

The applicant for a training license will provide evidence of the educational qualification required for professional licensure. Further, the applicant will report if an offer of employment has been received. The employment will include appropriate supervision of the applicant for the therapy hours required for licensure. The supervisor(s) of training hours must be pre-approved by the PC or MFT section of the board. The training license is valid for 24 months and is not renewable. Training hours completed prior to obtaining the training license will not be counted toward the professional licensure requirement of 3000 hours.

LICENSE COUNTS – BY PROFESSION

Total license counts, in state and out of state, as of June 15, 2005 are as follows:

SOCIAL WORKERS:

Social Workers

In State Active/Inactive	5980/2209
Total In State Licensees	8189
Out of State Active/Inactive	245/410
Total Out of State Licensees	655

Advanced Practice Social Workers

In State Active/Inactive	1516/756
Total In State Licensees	2272
Out State Active/Inactive	109/208
Total Out of State Licensees	317

Independent Social Workers

In State Active/Inactive	500/365
Total In State Licensees	865
Out of State Active/Inactive	38/39
Total Out of State Licensees	77

Licensed Clinical Social Workers

In State Active/Inactive	3572/864
Total In State Licensees	4436
Out of State Active/Inactive	285/376
Total Out of State Licensees	661

Social Worker Training Certificates

In State Active/Inactive	295/634
Total In State Certs.	929
Out of State Active/Inactive	10/24
Total Out of State Certs.	34

MARRIAGE & FAMILY THERAPISTS:

Licensed Marriage and Family Therapists

In State Active/Inactive	497/87
Total In State Licensees	584
Out of State Active/Inactive	60/62
Total Out of State Licensees	122

MFT – Training Certificates

In State Active/Inactive	63/11
Total In State Certs.	74
Out of State Active/Inactive	0/0
Total Out of State Certs.	0

PROFESSIONAL COUNSELORS:

Licensed Professional Counselor

In State Active/Inactive	2354/789
Total In State Licensees	3143
Out of State Active/Inactive	211/175
Total Out of State Licensees	386

LPC – Training Certificates

In State Active/Inactive	160/260
Total In State Certs.	420
Out of State Active/Inactive	2/13
Total Out of State Certs.	15

HOW TO OBTAIN A CODE BOOK

Code books for each profession can be obtained online through the Department's Website. Code books are available on compact disk or in paper format for a fee. For a full listing, please visit the department's Website at drl.wi.gov, select "[Code Books and Statutes](#)" and then "[Purchase Code Book](#)." The site contains printable order forms as well as complete instructions for ordering.

TELEPHONE DIRECTORY - QUICK KEYS

To contact the Department, just dial (608) 266-2112, and then enter the Quick Key numbers below for the assistance you need:

To request an application packet:	press 1-1-3
To check the status of a pending application:	press 1 - 2
To discuss application questions:	press 1 - 3
To discuss temporary license questions:	press 1 - 3
To renew or reinstate a permanent license:	press 1 - 4
To renew or reinstate a permanent license:	press 2 - 1
To renew a temporary license:	press 2 - 2
To obtain proof of licensure to another state:	press 3 - 1
To find out if a person is licensed:	press 3 - 2
To file a complaint on a license holder:	press 8
To check the status of complaints:	press 8
For all other licensing questions:	press 1 - 3

VERIFICATIONS

Verifications are now available online at www.drl.wi.gov. On the Department Web site, please click on "License Lookup". If you do not use the online system, all requests for verification of licenses/credentials must be submitted in writing. There is no charge for this service. Requests should be sent to the Department address or may be faxed to (608) 261-7083 - ATTENTION: VERIFICATIONS. Requests for endorsements to other states must be made in writing – please include \$10 payable to the Department.

DID YOU KNOW THAT YOU CAN ACCESS MOST INFORMATION ON THE DEPARTMENT OF REGULATION & LICENSING WEB SITE?

Visit the Department's Web site at:

drl.wi.gov

Send comments to: web@drl.state.wi.us

CHANGE OF NAME OR ADDRESS?

Please send changes to the Department. Confirmation of changes is not automatically provided. **WIS. STATS. S. 440.11 ALLOWS FOR A \$50 PENALTY TO BE IMPOSED WHEN CHANGES ARE NOT REPORTED WITHIN 30 DAYS.**

DISCIPLINARY ACTIONS

Disciplinary summaries are taken from orders that can be reviewed on the Dept. of Regulation and Licensing Web site at <http://drl.wi.gov/index.htm>. Select "Discipline/Orders" under Reports of Decisions to view the order, you can either search by name, or use "Reports for the Current Year" or "Prior Years" to access an order. Please note that orders are subject to court review, and discipline may be stayed pending an appeal. The progress of cases in court may be reviewed at www.courts.state.wi.us. Current license status may be verified under "Lookup License Info" on the Department's Website.